

# MASBO NEWSLETTER

MASBO, Inc.  
84 Brick Kiln Road  
Chelmsford, MA  
01824

## President's Column Richard H. Weeks, MASBO President



Welcome back! By now you are fully immersed in starting-up a new school year, compiling your end-of-year reports for last year, and scratching your heads wondering how you will make it, financially, to next year. Along with FY2005 budget planning, you have three years of numbers dancing around in your heads. At least there's busing problems and users' fees issues to break-up the monotony.

The spring 2003 issue of **MassINC** featured a report, "The Pursuit of Happiness: A Survey on the Quality of Life in Massachusetts", after polling our residents. A walloping 71 percent rated the quality of life as

good to excellent. They rated their quality of life as better than citizens living in the other New England states and in the rest of the nation. Frequently mentioned were our colleges and universities, cultural opportunities, and social services. Fifty-seven percent of parents polled said that they were very confident in their child's school. Only 5% of parents polled expressed no confidence at all.

Many of us experienced up to a twenty percent cut in Chapter 70 funding from last year. That hurt. I don't think

Continued on page 3.

## From the Executive Director's Desk

I thought that I would bring you up to date regarding my progress in assuming full-time responsibility as your Executive Director. I have been working very closely with your Officers and Board of Directors, and especially with

Don Johnson since last February. Together we have developed a "transition program" that will ultimately result in my becoming the Executive Director, on a full-time basis, by mid-November.

Continued on page 2.

Volume 5, Issue 1  
Sep - Oct, 2003

### Special points of interest:

- *New Executive Director John Crafton's Message*
- *MASBO Reminders*
- *MASBO Membership Directory Information*
- *Are You Older Than Dirt?*
- *Vendor Ads*
- *MASBO's Vendor Affiliate Award Winner*

### Inside this issue:

<i>President's Message</i>	1&3
<i>Annual Construction Institute</i>	2
<i>ASBO 2003 Eagle Institute</i>	4
<i>Dell/S.P.S. Wireless Computer Lab</i>	5
<i>Job Vacancy</i>	6
<i>MASBO PHOTOS</i>	6
<i>How to Stay Young</i>	7

## From the Desk of the Executive Director

Although I am still functioning as Assistant Superintendent for Finance and Operations for the Methuen Public Schools, I have been using vacation time on a weekly basis throughout the summer to work with Don regarding MASBO matters. Speaking of Don, I believe that MASBO has



been truly fortunate to have such a dedicated and capable individual at the helm for the past three years. As members, we are simply not in a position to see the extended efforts that Don puts forth on a daily basis in our behalf. Nevertheless, the results of his efforts are quite evident. MASBO is fiscally sound, and the programs that are implemented are certainly relevant and timely in nature. Most importantly, Don is a man of integrity and I'm very proud to be associated with him. I have very big shoes to fill!

Your present Officers and Board, under the leadership of last year's President, Mr. Joel Lovering, worked very diligently in developing a five year Strategic Plan for MASBO. This plan stresses the importance of providing relevant and effective professional development opportunities; and also establishing appropriate standards relative to school business practices in such areas as school facilities, the school district budget, and local financial reporting. This Strategic Plan will be my blueprint as your new Executive Director.

However, an initial primary goal will be to meet every one of you before the termination of this fiscal year. In this regard, if you see me at a MASBO event and we haven't met, please feel free to come up and introduce yourself. I look forward to that experience.

***Congratulations to outgoing Executive Director Donald Johnson for a job well done! We wish you and Jean a happy retirement!!!***



### MARK YOUR CALENDAR

#### MASBO PRESENTS ITS 4<sup>TH</sup> ANNUAL SCHOOL CONSTRUCTION INSTITUTE

**On Wednesday, October 22, 2003, Lantana Conference Center, Randolph, MA**

- Focus on capital projects and renovations
- Focus on health and safety tools
- Focus on energy conservation tools
- Vendors' Showcase featuring the products and services to support health, construction and technology in our schools
- Up-to-the-minute information
- Practical approaches and exchange of ideas
- Case study opportunities

For School Administrators, Technology Directors, Building Committee Members, City and Town Officials, Facility Planners and Designers.

For further information contact John A Crafton, Executive Director, MASBO at (978) 452-7044; Fax (978) 452-7114 or e-mail at [masbo@mec.edu](mailto:masbo@mec.edu).

Also, go to our web site at [www.masbo.org](http://www.masbo.org) for the complete program.



**2003 President's Award Winner Joseph Delude of Seekonk Public Schools  
With Joe are Joel Lovering, Bob Raffa and Richard Weeks**



**MASBO'S 2003 Annual Institute Conference Attendees**

## President's Column Cont'd.

many of our constituents were happy about that either. Some cities and towns were able to pass debt-exclusions to raise funds for current operating budgets. Most override votes did not pass. It's easy to get angry at this frustrating situation. If you talk to some of your students' parents, however, you will hear some sad stories. Many of our people are unemployed or underemployed, with their benefits and extensions running out. Neighbors are missing mortgage payments and not paying property taxes, further compounding local revenue expectations. Many college and high school students were unable to find work this past summer.

With fiscal planning for FY2005 underway, many of our conservative assumptions used to plan FY2004 should be continued. We live and

work in a predominately service-oriented economy. Manufacturing and agriculture are long gone. Until there is real job growth in the private sector, New England's economy will languish in recession. The eventual economic recovery is expected to be slow—similar to what occurred following the recessions in 1981-82 and 1990-92.

I don't recall support for public education being as strong as it is today. The **MassINC** poll may be a beacon of hope to us in this time of stagnation. When the good days return, there are many supporters out there who will lend us a hand. MASBO's theme this year is "*Improving Education through Effective School Business Management*". With limited resources, we should be encouraged to manage our business affairs more effectively. Chin Up! I wish everyone a successful year.



### Just A Reminder

As we begin the 2003-04 year, just a few reminders:

1. Please remember that even if you pre-paid for your bi-monthly meetings and institutes as part of your dues package, you must complete and return a registration form for each meeting or institute you will be attending. The programs and registration forms are usually sent out approximately four (4) weeks before the meeting.
2. MASBO's Cancellation Policy: Registration is guaranteed upon receipt of a completed registration form for that particular meeting. Cancellation requests must be in writing via e-mail, fax or US mail and received three (3) full business days prior to the day of the meeting/institute; otherwise, payment will be required.
3. Disclaimer: MASBO's Bi-Monthly Meetings, Institute and publications – including the view and opinions expressed therein – are those of the individual speakers, presenters and authors; and do not necessarily represent the views and opinions of MASBO, any of its officers, directors, board members or employees.
4. As a courtesy to our members, guests and presenters/speakers at any MASBO meeting or institute, we remind you to please turn off all cell phones and all electronic devices while inside the meeting room.



## ASBO 2003 Eagle Institute Big Success

ASBO's seventh annual **Eagle Institute** was held on July 17-19, 2003, at the Watergate Hotel, Washington, D.C. Sponsored by **Siemens Building Technologies**, the executive development summit combined briefings by public policy officials and special guests. MASBO was represented by President Richard H. Weeks.

Highlight of the conference was a congressional reception held in the Dirksen Senate Office Building. U.S. Representative Bob Etheridge (D-NC) gave conference participants an update on the bill he recently introduced in the house. H.R. 2366, the *No Child Left Behind Full-Funding Trigger Act*, would provide adequate funding to the states for implementing NCLB. Following the reception, attendees had dinner in the Lyndon Baines Johnson Room (former Majority Leader's office suite). Following dinner, the group attended a late evening session of the Senate debating an appropriations bill.

This year's Eagle Institute theme was "Performance". Editor and publisher of **Education Week**, Virginia Edwards, gave a presentation on the "performance" of the fifty state legislatures regarding public school funding. Executive trainer Jones Loflin facilitated a unique group exercise in identifying and adapting to changing work environments. The conference concluded with a reception attended by ASBO's Executive Director, Anne Miller, and ASBO's Board of Directors.



Pictures:

- (1) MASBO President Richard Weeks, North Carolina ASBO members Debra Dixon-Doss and Terry Haas, with U.S. Representative Bob Etheridge (D-NC) at the Dirksen Senate Office Building reception.
- (2) ASBO President Bert Huszcza welcomes MASBO President Richard Weeks and Mary Weeks to the Eagle Institute, Watergate Hotel, Washington, D.C.

### "Re-Certification Deadline is Fast Approaching"

In order to help you prepare to file for re-certification, we have developed and printed transcripts for each of our members. These transcripts contain the accumulated total of Professional Development Points (PDPs) for the period from 7/01/99 through 5/16/03. They will be available for you to pick up at the September 25, 2003 Bi-monthly Meeting at the Radisson Hotel in Milford.



Time is ticking away!

**But there is still time to join your colleagues at the ASBO 89th Annual Meeting & Exhibits in Charlotte, North Carolina October 31- November 4, 2003. Hope to see you there!!**

## MASBO MEMBERSHIP DIRECTORY INFORMATION

In an attempt to keep our MASBO Membership Directory current, we will put the most recent information we have in our database on our web site, [www.masbo.org](http://www.masbo.org) click on "membership" then click on "To view the MASBO Membership Directory..." beginning on September 1.

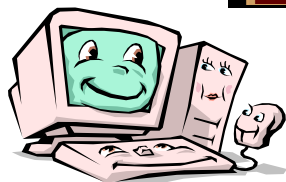
You can "Control "f", type in your name or the district name \*note that regional districts are abbreviated "Reg. School Dist." or "Reg. Voc. School Dist." or Reg. Voc.

Tech. School Dist.", then click okay and you should find your information. If you are new to a District or Company, please notify the MASBO office of the name of the individual who held the position previously so that we may remove that name from our database.

If the directory information is incorrect, or if your e-mail address does not appear, please e-mail, mail or fax the information to the MASBO office, [masbo@mec.edu](mailto:masbo@mec.edu); or MASBO, 84 Brick Kiln Road,

Chelmsford, MA 01824; or fax: 978 452 7114 **before October 1, 2003, otherwise what appears on the web site will be the information printed in the 2003-04 MASBO Member Directory.** The information on the web site will be updated once per month as corrections or additions are received by the office.

**\*\*\*PLEASE BE SURE WE HAVE YOUR E-MAIL ADDRESS!!!!!!**



### Dell / S.P.S. Wireless Computer Lab

For the second year in a row, the MASBO Annual Institute, held at the Ocean Edge Resort in Brewster, MA, has featured a Wireless Computer Lab for Professional Development and Email access. Sixteen laptops, utilizing multiple base transmitters located throughout the conference area, were in constant use during the conference. In addition, a number of attendees brought their own laptops to take advantage of both the wireless and wired connectivity. The laptops, which featured Microsoft Office XP Professional and a number of trial accounting software packages, were very efficient and minimized setup/installation tasks.

During the first year the professional development concentrated on spreadsheet manipulation, database management and presentation software and strategies. The concentration this year was in the area of web searches and maximum utilization of key web sites such as MA Government (DOR, DOE, etc.), MASBO and ASBO. In addition both years featured technical assistance in the technology of wired/wireless connectivity and the "how to use" the laptop away from the office.

While all of the evaluation comments from the attendees have been very positive, the one that was repeated many times and stood out significantly was "It was great being able to use the equipment with our peers in a non-"techie", non-threatening environment. We were able to ask any questions we wanted without intimidation." This enabled the business managers to become more knowledgeable and more proficient in their work with their respective technology department.

Robert G. Hamel, Director  
Massachusetts Association of School Business Officials

**VACANCY**

**POSITION:** School Business Administrator

**STARTING DATE:** August 4, 2003

**SALARY:** To be Negotiated

**ORGANIZATIONAL RELATIONSHIP OR LINE OF AUTHORITY:** Directly responsible to the Superintendent of Schools

**QUALIFICATIONS:** MA Certification: School Business Administrator  
  
Masters Degree in School Business Administration  
At least five years experience, preferably school district finance and/or municipal finance, and/or related experience.

**CLOSING DATE FOR APPLICATIONS:** Applications will be considered until position is filled.

**MAKE APPLICATION TO:** Office of Personnel  
Marshfield Public Schools  
"School Business Administrator"  
76 South River Street  
Marshfield, MA 02050

***AN EQUAL OPPORTUNITY EMPLOYER***

**Older Than Dirt Quiz:**

Count all the ones that you remember not the ones you were told about!  
Ratings at the bottom.

1. Blackjack chewing gum
2. Wax Coke-shaped bottles with colored sugar water
3. Candy cigarettes
4. Soda pop machines that dispensed bottles
5. Coffee shops with tableside jukeboxes
6. Home milk delivery in glass bottles with cardboard stoppers
7. Party lines
8. Newsreels before the movie
9. P.F. Flyers
10. Butch wax
11. Telephone numbers with a word prefix (Olive-6933)
12. Peashooters
13. Howdy Doody
14. 45 RPM records
15. S&H Green Stamps
16. Hi-fi's
17. Metal ice trays with lever
18. Mimeograph paper
19. Blue flashbulb
20. Packards
21. Roller skate keys
22. Cork popguns
23. Drive-ins
24. Studebakers
25. Wash tub wringers

If you remembered 0-5 = You're still young  
If you remembered 6-10 = You are getting older  
If you remembered 11-15 = Don't tell your age,  
If you remembered 16-25 = You're older than dirt!

**MASBO PHOTOS**



MASBO'S VENDOR AFFILIATE  
AWARD WINNER  
RISO'S BOB RAFFA



## HOW TO STAY YOUNG

1. Throw out nonessential numbers. This includes age, weight and height. Let the doctor worry about them. That is why you pay him/her.
2. Keep only cheerful friends. The grouches pull you down.
3. Keep learning. Learn more about the computer, crafts, gardening, whatever. Never let the brain idle. " An idle mind is the devil's workshop." And the devil's name is Alzheimer's.
4. Enjoy the simple things.
5. Laugh often, long and loud. Laugh until you gasp for breath.
6. The tears happen. Endure, grieve, and move on. The only person who is with us our entire life, is ourselves. Be ALIVE while you are alive.
7. Surround yourself with what you love, whether it's family, pets, keepsakes, music, plants, hobbies, whatever. Your home is your refuge.
8. Cherish your health: If it is good, preserve it. If it is unstable, improve it. If it is beyond what you can improve, get help.
9. Don't take guilt trips. Take a trip to the mall, to the next county, to a foreign country, but NOT to where the guilt is.
10. Tell the people you love that you love them, at every opportunity.



**AND ALWAYS REMEMBER:**

Life is not measured by the number of breaths we take,  
 but by the moments that take our breath away.  
 If you don't communicate this to at least 8 people.... who gives a poop ??





**Mosse & Mosse Associates**  
Employee Benefit Consulting & Brokerage



**LONG-TERM DISABILITY SPECIALISTS  
FOR PUBLIC SCHOOLS**

50 Salem Street • Lynnfield, MA 01940  
 (781) 224-1709 • (781) 224-1724 FAX  
 Visit [www.mosseandmosse.com](http://www.mosseandmosse.com)

# Banknorth, N.A.

## Government Banking Division

### 1-800-696-0179

**SCHOOL FURNISHINGS, INC.**

*Your full-service distributor for -*

- Classroom • Casework • Cafeteria  
 Media Center / Library • Administrative  
 Computer Workstations • Lockers**

**Amherst, NH 1-800-882-9418  
[www.schoolfurnishings.com](http://www.schoolfurnishings.com)**

**Thank you to our Sponsors  
 for their continued support!**

To secure a space on this page please e-mail the MASBO office at [masbo@mec.edu](mailto:masbo@mec.edu) with your request to participate and attach the file you wish to submit.

---

Peter D. De Roeve, Editor  
Wakefield Public Schools  
60 Farm Street  
Wakefield, MA 01880

Phone: 781-246-6400  
Fax: 781-245-9164  
Email: pderoeve@wakefield.ma.us

**Join Us at  
MASBO.ORG**

*“Improving Education  
through Effective School  
Business Management”*

---

## Give your teaching staff more time for what's most important...teaching!

**How is this possible? Imagine your teachers being able to:**

- ...print out a test (for a fraction of a cent per page we might add)
- ...give the test to the students
- ...collect the tests and scan them back on to the network for automatic grading and posting to the individual grade books
- ...automatically email individual test scores to parents
- ...fax consolidated test results to the appropriate school staff and school board members

**....ALL IN A MATTER OF MINUTES INSTEAD OF HOURS!**



**RISO Products of Boston/  
Systems and Services**

175 R Washington Street, Norwell, MA 02061 781-871-8282

